



CITY OF HOUSTON

Job Posting

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| Cd | Applications accepted from: | ALL PERSONS INTERESTED |
| Job Classification | | INSPECTOR |
| Posting Number | | PN# 106891 |
| Department | | Public Works & Engineering |
| Division | | Engineering and Construction Division |
| Section | | Construction Branch |
| Reporting Location | | 611 Walker * |
| Workdays & Hours | | M - F, 7 a.m. – 4 p.m.* |

*Subject to change

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Coordinates the enforcement and application of various codes, ordinances and technical specifications for water, wastewater, stormwater infrastructure and facilities and paving systems, to assure conformance with plans and specifications. Prepares, conducts and reviews various types of inspections, such as tunnels, manholes, shaft sites and new construction or construction revisions, for compliance with specifications. Performs inspections, identifies problem areas and recommends solutions. Meets with general public, contractors, technical professionals and business to respond to inquiries and technical problems. Performs record keeping activities to maintain filing system, reports and documentation. Research and evaluates plans, specifications and drawings.

WORKING CONDITIONS

This position routinely requires lifting of moderately heavy items, such as typewriters or records boxes (up to 40 pounds) and/or very long periods of walking on rough surfaces on a routine basis. There are routine discomforts from exposure to moderate heat, cold moisture/wetness and unpleasant air conditions. The position may involve routine exposure to soiled materials and light chemical substances such as cleaning solutions.

MINIMUM EDUCATIONAL REQUIREMENTS

Specialized training in principles, procedures, practices, routines or techniques in a specific area or trade, which might normally be acquired through up to 18 months or education, or training beyond the high school level.

MINIMUM EXPERIENCE REQUIREMENTS

Two (2) years of experience related to construction is required. Related experience may be substituted on a year-to-year basis.

MINIMUM LICENSE REQUIREMENTS

Valid Texas driver's license and compliance with City of Houston's policy on driving (AP 2-2).

PREFERENCES

SELECTION/SKILLS TESTS REQUIRED

Selected applicants will be required to obtain certification through the City of Houston Inspector Training class.

SAFETY IMPACT POSITION

☒ Yes ☐ No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug

SALARY INFORMATION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is:

Salary Range - Pay Grade 18
\$1,385 - \$1,598 Biweekly \$36,010 - \$ 41,548 Annually

OPENING DATE

September 21, 2005

CLOSING DATE

Open Until Filled

APPLICATION PROCEDURES

Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, Garden Level. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.** Our T.D. D. # (Telephone Device for the Deaf) is 713-837-9471.

An equal opportunity employer